

GRIMES COMMUNITY COMPLEX RENTAL INFORMATION

Approved August 2015

GCC ROOM RATES

Rooms	Resident Fee *	Non-Resident Fee **	For-Profit Business
Banquet Hall ³ (Mon-Fri 8am-3pm)-	\$25/hr	\$50/hr	\$75/hr
Banquet Hall ³ (Eves 3-10pm)-	\$30/hr	\$60/hr	\$90/hr
Banquet Hall ³ (Sat., Sun.)-	\$30/hr	\$60/hr	\$90/hr
Kitchen/Cafeteria #300-	\$25/hr	\$50/hr	\$75/hr
Gym #301 -	\$20/hr	\$40/hr	\$60/hr
with House Bounce	\$50/hr extra	not available	not available
Room #400-	\$20/hr	\$40/hr	\$60/hr
Rooms #103/#105 (Rented Together)-	\$20/hr	\$40/hr	\$60/hr
Batting Cage #102 – (Family, Team Fee)	\$10/hr, \$15/hr	\$20/hr, \$30/hr	\$60/hr
Meeting Rooms #106 OR #107 -	Free for first 2 hrs	\$20/hr	\$30/hr
	\$10/each additional hour after 2 hours		
Board Room #302 -	Free	\$10/hr	\$20/hr

Approved After Hour and/or Parties of 50 and more- +\$20/hr +\$30/hr +\$40/hr

*Residents are those living in Grimes or in the DCG School District. **Non-residents are those living outside Grimes Or DCG School District
-Non-Profit organizations/Military Families (Immediate Members Only) are charged ½ the Room Rental Fees (Doesn't include After Hour)

³ To book the Banquet Hall, ½ the total Rental fee **Plus** a \$100 refundable damage deposit is due at time of reservation. Final ½ of rental fee is due at least 30 days before the event. See below for events with alcohol.

GCC ROOM DESCRIPTIONS

Gym: Two baskets with bleachers & basketballs provided. Baseball and softball teams must use softi-balls, no real balls/bats allowed. Non-marking tennis shoes are required. Adults must be present in the gym. Alcohol is allowed here with a contracted security person.

Kitchen & Cafeteria: NE part of facility by main entrance. Holds up to 60 people, TV, 60" round tables/chairs and serving space for food and drinks. Full-size kitchen includes deep freezer, coffee pots, microwaves, 2 stoves and refrigerator. Utensils and paper products are not available.

Banquet Hall: Located in the NW part of the facility. Holds up to 200 people sitting around white 60" round tables on cushioned chairs. Sound system, microphone, and projector can be rented out by the church. Alcohol is allowed here with a security person contracted.

Room #400: Located in the north central part of the facility. Holds 40 people w/ a TV, 60" round tables/padded chairs.

Room #103/#105: Holds 50-60 people. Located on south side of the GCC across from the batting cage with windows.

Multi-Purpose Room #302: Holds up to 15 people in main hall.

Batting Cage: Located on south side of facility. Adults must supervise those using the cage at all times.

Rooms 106 or 107- Similar in Size, 107 looks out over playground, 106 looks to the west, Both have tables/chairs in them along with TV's. Can be arranged to your party needs.

-For all alcoholic events, an extra \$100 refundable deposit is needed. Banquet Hall/Gym are only rooms we allow alcohol in. Any costs for repair of damages incurred during the event will be deducted from the deposit. Party must secure an officer in uniform for alcoholic events (Polk County Sheriff's- 515-323-5400) runs around \$35/hr payable to them.

-Banquet Hall AV and Projector Contact to Help Set up- Ryan Burger at 515-778-3030. Extra fees may apply.

www.grimesiowa.gov

GCC FACILITY HOURS

Fall/Winter (October 1- April 30)

Monday – Friday	5:00am – 9:00pm
Saturday	7:00am – 3:00pm
Sunday	Noon – 6:00pm

Spring/Summer (May 1- September 30)

Monday – Thursday	5:00am – 8:00pm
Friday	5:00am – 6:00pm
Saturday	7:00am – 3:00pm
Sunday	Noon – 4:30pm

-Office opens at 9am Mon-Fri, 9am on Sat., & 12pm on Sun.

Closed on these Holidays: New Year's Day, Civil Rights Day, Memorial Day, 4th of July, Labor Day, Veteran's Day, Thanksgiving Day, Day After Thanksgiving, Christmas Eve/Day

HOLIDAYS & AFTER-HOURS

An access card could be needed to be purchased (\$25) for holiday or after-hour parties along with the rental fees if staff are unavailable. If you already have one, we can activate it for your party time. Only those that have been approved previously can rent out the GCC on a holiday. After hour rental approval all have to go through the Director.

FORMS & RESERVATION INFO

The GCC Rental Agreement Form (found online or in office) must be read and signed by the rentee prior to the rental. All reservations must be pre-paid and are non-refundable. Call the Grimes Parks and Recreation Office, located in the GCC, at 515-986-2143, or email Brett Barber at bbarber@ci.grimes.ia.us or Allison Courtright at acourtright@ci.grimes.ia.us. GCC Staff can check availability too or you can view online at the city website